

ADTR Staff Meeting
30 March 1972
1000 - 1120

25X1A

[REDACTED]

Note: Minutes of DD/S Staff Meetings of 21 and 28 March are attached.

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[REDACTED]

DD/P Meeting: No DD/P meeting was held this week.

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DD/S Staff Meeting: Note EEO (DD/S Meeting 28 March).

Films to be Shown: CIA in Laos and Air America films are going to be shown at Headquarters. Chief FE Division is expected to make a few remarks. ACTION - [REDACTED] Get the details of the show and try to schedule a program at C of C Bldg.

DTR's Return: Mr. Cunningham to arrive at 11:23 Thursday evening; may come in to C of C building on Friday.

Article on Language Training: Appears in the State Department Newsletter, March, 1972. Recommended it to attention of those present.

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[REDACTED]

Report on Mr. Baird: Final diagnosis of Mr. B's condition is favorable; will return to the hospital (Tucson Neurological Hospital) Sunday, 2 April; surgery, 4 April.

Program for Executive Exchange: Went extremely well; a Brookings-like program; chaired by Mr. Colby. Mr. Helms paid a surprise visit; stayed 15 minutes

Seminar-Latin America: Held at [REDACTED] Seminar a great success; facilities excellent.

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[REDACTED]
[REDACTED] Films: Commented on their use at the DD/S Staff Meeting; two were shown after Tuesday meeting. Two other films to be shown; Messrs. [REDACTED] introduced the films. (Films to be shown after next DD/S Staff Meeting.)

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[REDACTED]
Training Officers Briefing: Scheduled 17 May; Action - type of program to be presented; suggestions of the program to be presented to be prepared by Hugh and to be presented for discussion at a meeting of the Curriculum Council. [REDACTED] be considered as a meeting place.

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[REDACTED]
Romance Dept. Interviews: Messrs [REDACTED] conducting interviews this morning; Chicago interviews promising.

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Language School Staff Meeting: [REDACTED] 28 and 29 April; annual review of objectives.

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Language Changes: Vietnamese declining; Thai, Lao, and Arabic picking up. (Second Arabic instructor under consideration.)

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[REDACTED]
Senior Seminar: One third of the way through; everything still going well.

[REDACTED]
OTR Catalogue: Revised texts are in ISS for review and recommendations for publication. Status of Profile of Courses uncertain.

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[REDACTED]

AOC: Finishing up; not much esprit de corps among the group.

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[REDACTED] Conferences: Two scheduled; 5-7 April and 1-3 May.

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WWDC: Two Secret Service officers in the Defensive Driving segment being given today (Thursday).

Suggestion Award: [REDACTED] received \$300 award for a film he developed.

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BOC: Filming of live exercises; excellent technique in critiquing students work.

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[REDACTED]

Temporary Assignment of [REDACTED] Junior Officer Board for a month.

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Debriefing of CTs: Questionnaire sent to SIWA and LS.

[REDACTED]

Imprest Fund - Executive Dining Room: Requests for funds must be sent to EA/TR.

DTR's Conference Room: Must be kept in order at all times -- users are responsible for ensuring its being kept in order.

Visitors Parking at Hqs.: Five passes issued to OTR; retained in EA's office (3 hour limit to be enforced in Visitors Parking). OTR has 14 spaces in the Hqs. parking area; distribution of the permits for these spaces to be reviewed to ensure equity among Schools and Staffs.

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Snack Bar - 7th Floor: Asked Chiefs of Schools to encourage instructors to inform students of the Snack Bar on the 7th floor; Snack Bar not showing much profit at present.

[REDACTED] asked members of the Curriculum Council to remain for a short meeting.

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EA/P
x 3185